



**Affordable Housing Trust Fund
Board of Trustees
Action Plan Working Group**

Date: April 13, 2022
Time: 8:15 AM – 9:00 AM
Location: Conducted via remote participation
Attendees: Karen Kelleher, Calpurnia Roberts, Jaclyn Pacejo, Neal Mongold, Kelly Lynema

Meeting Summary

Karen walked through a rough draft of an outline of the Action Plan and consultant scope of work, which would include (1) helping the Trust shape its strategies and priorities before community engagement; (2) acting as a substantive resource in some limited parts of the engagement process; and (3) revising the action plan with the Trust pursuant to the engagement process and additional work/research, and providing some substantive support through the Select Board approval process.

The Working Group discussed the content and how to present the draft outline to the Trust at their April 14 meeting. It was decided to review the document with the full committee, discuss the timeline for hiring a consultant, implementing the engagement process, and developing the Action Plan.

Once the Working Group receives feedback from the Trust and eventual consultant input, key elements will be included in the public engagement process to obtain feedback from under-represented groups, town bodies and organizations involved in approving, permitting, financing, developing or managing affordable housing, and the general public.